# Southridge Volunteer Fire Department

Agreed-Upon Procedures Report

For the Year Ended December 31, 2021

**Thomas, Speight & Noble Certified Public Accountants** 2210 Fowler Avenue Jonesboro, AR 72401 (870) 932-5858



A Professional Association of Certified Public Accountants Member of the Private Companies Practice Section of the American Institute of Certified Public Accountants

## INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

To the Quorum Court of Craighead County Arkansas And Board of Directors of Southridge Volunteer Fire Department

We have performed the procedures enumerated below with respect to the cash basis financial information and compliance with certain state laws for Southridge Volunteer Fire Department, for the year ended December 31, 2021. This report is prepared in accordance with Craighead County, Arkansas Ordinance No. 2020-24. This engagement to apply agreed-upon procedures was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of Southridge Volunteer Fire Department. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

- 1. Perform a proof and reconciliation of cash for all money that is received from the Craighead County Treasurer.
- 2. Confirm that this money was spent on fire protection expenditures as defined in the Act 833 funding guidance or operating expenditures of the district.
- 3. Verify twenty-five percent (25%) and all expenditures over \$6,000 were properly supported.
- 4. Confirm that funds are maintained in a separate bank account and not commingled with any other funds.
- 5. Review the polices and procedures that the department is utilizing for interal controls.
- **Findings:** Supporting documentation could not be located for expenditures totaling \$2,840.63. We recommend that supporting documentation be retained for all expenditures and monthly statements reconciled to individual receipts for vendors that are paid by monthly statements. Further, we recommend that all checks contain dual signatures, and a review and approval of the monthly bank statements be performed by someone other than the custodian of the bank account.

We were not engaged to, and did not, conduct an audit, the objective of which would be the expression of an opinion of the specified elements, accounts, or items. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

2210 Fowler Avenue PO Box 17167 Jonesboro, AR 72401 870-932-5858 Fax 870-932-2030

420 West Walnut PO Box 205 Blytheville, AR 72315 870-762-5831 Fax 870-762-5833 501 Ward Avenue PO Box 1154 Caruthersville, MO 63830 573-333-4225 Fax 573-333-4443

1400 West Keiser PO Box 644 Osceola, AR 72370 870-563-2638 Fax 870-563-3794 915 Townsend Drive PO Box 700 Pocahontas, AR 72455 870-892-2575 Fax 870-892-2576 This report is intended solely for the information and use of the Quorum Court of Craighead County, Arkansas and the Board of Directors of Southridge Volunteer Fire Department and is not intended to be and should not be used by anyone other than those specified parties.

## Thomas, Speight & Noble, CPAs

Thomas, Speight & Noble, CPAs Jonesboro, Arkansas June 10, 2022

# Southridge Volunteer Fire Department

**Compiled Financial Statements** 

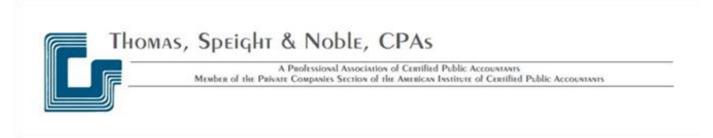
For the Year Ended December 31, 2021

Thomas, Speight & Noble Certified Public Accountants 2210 Fowler Avenue

Jonesboro, AR 72401 (870) 932-5858

## Table of Contents

Independent Accountants' Compilation Report	1
Statement of Cash Receipts and Disbursements	2



## INDEPENDENT ACCOUNTANTS' COMPILATION REPORT

To the Quorum Court of Craighead County Arkansas And Board of Directors of Southridge Volunteer Fire Department

Management is responsible for the accompanying financial statement of Southridge Volunteer Fire Department, which comprises the Statement of Cash Receipts and Disbursements as of and for the year ended December 31, 2021. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statement nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on this financial statement.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Department's financial position and results of operations. Accordingly, the financial statement is not designed for those who are not informed about such matters.

## Thomas, Speight & Noble, CPAs

Thomas, Speight & Noble, CPAs Jonesboro, Arkansas June 10, 2022

2210 Fowler Avenue PO Box 17167 Jonesboro, AR 72401 870-932-5858 Fax 870-932-2030

420 West Walnut PO Box 205 Blytheville, AR 72315 870-762-5831 Fax 870-762-5833 501 Ward Avenue PO Box 1154 Caruthersville, MO 63830 573-333-4225 Fax 573-333-4443

1400 West Keiser PO Box 644 Osceola, AR 72370 870-563-2638 Fax 870-563-3794 915 TOWNSEND DRIVE PO BOX 700 Pocahontas, AR 72455 870-892-2575 Fax 870-892-2576

## Southridge Volunteer Fire Department Statement of Cash Receipts and Disbursements For the Year Ended December 31, 2021

#### **CASH RECEIPTS** Fire fees \$ 95,930 State aid 24,741 268,549 FEMA Grant Other 991 Interest 69 **TOTAL CASH RECEIPTS** 390,280 **CASH DISBURSEMENTS** 6,285 Repairs and maintenance Utilities 9,717 Vehicle loans 28,332 Rent 4,604 Supplies and equipment 26,383 Insurance 18,305 Fuel 2,745 Retirement 1,180 Accounting and Legal Fees 3,701 Grant Writing Fee 4,266 Purchase of New Truck 267,987 Miscellaneous 1,988 TOTAL CASH DISBURSEMENTS 375,491 **INCREASE (DESCREASE) IN CASH** 14,789 Beginning Cash 148,388 Ending Cash \$ 163,177